

THENDARA PARK COUNTRY CLUB PROPERTY OWNERS ASSOCIATION

Clarkston, Michigan

BY-LAWS

**ARTICLE I**

Name

The name and title by which said organization is to be known is: Thendara Park Country Club Property Owners Association.

**ARTICLE II**

Purpose

The purpose of this organization shall be to promote and encourage strict maintenance of the restrictions of Thendara Park Subdivision; to provide by purchase, lease, or otherwise, recreation facilities and improvements for the common good and enjoyment of its members and their families; to promote the welfare and good fellowship of its members as their interest shall appear in property located in the above subdivision; and to promote the general welfare of the community.

**ARTICLE III**

Fiscal Year

The fiscal year of the Association shall begin on the first day of January of each year.

**ARTICLE IV**

Organization

**A. Annual Meeting**

There shall be an annual meeting of the members of this Association as ordered by the President and Secretary. At such meeting, the directors and officers shall be elected and such other business as shall come before the meeting shall be transacted, any member may bring any matter before the Board.

**B. Nomination and Election of Directors and Officers**

Notice of the Annual Meeting will be posted in the association newsletter or on the association website. Nominations will be solicited from the

homeowners, with notification of their intent to be sent to the secretary on or before the annual meeting to be voted on at the annual meeting.

**C. Officers**

Section 1

The officers of the Associations shall consist of a President, Vice-President, Secretary, and Treasurer.

Section 2

A Board of Directors shall constitute the governing body of the Association. The Board shall be composed of the officers of the Association and at least two Directors.

Section 3

All officers and directors shall be dues paying members of the Association, and shall serve without remuneration.

Section 4

Officers and Directors of the Associations shall be elected at the annual membership meeting for the coming year. Their term of office shall be from the date of their election to the date of the next election the following year.

**D. Meetings and Quorum.**

The Directors shall meet at least once every three months on call of the President. 51% of the members of the Board of Directors shall constitute a quorum. Ten days notice shall be given for all meetings except emergencies, which are subject to forth-eight hours notice.

**E. Duties of Officers.**

1. **President.** The President shall preside at all Board meetings if possible and shall have a vote on all matters before the Board. He/she shall be an ex-officio member of all committees but shall have no vote as a committee member. He/she shall appoint, subject to the approval of the Board, the chairman of standing committees as hereinafter provide and, such other committees as may be needed from time to time. It shall be the duty of the President upon authority of the Board to execute all other papers pertaining to any legal action or actions to which they Association may be a party. He/she may not perform this duty without authority of the Board.
2. **Vice-President.** It shall be the duty of the Vice-President to assist the President and in the absence or incapacity to the President he/she shall perform the duties of that office.
3. **Secretary-Treasurer.** It shall be the duty of the Secretary-Treasurer to attend all meetings of the board if possible and to record the minutes of the proceedings in proper form. He/she

shall be permitted to allow any member in good standing to examine the minutes and records upon reasonable request. He/she shall not permit any member to remove the minutes or records from his/her possession. He/she shall keep accurate records of all income and disbursements, shall report the cash balance at each board meeting, and shall furnish details of all transactions upon the request of the board. This position can also be shared by two separate individuals, one serving as the secretary, and the other as the treasurer. The secretary will be responsible for the meeting notes/agenda, and overseeing the newsletter, the treasurer will be responsible for the financial records and association accounting.

4. Board of Directors. The board shall control the policy of the Association and all expenditures of funds. The Directors shall have the power to recall any officers, committee chairman or members of committees, by a majority vote, upon cause shown and after proper hearing before the Board. Vacancies in any of the elective officers of the Association shall not have the power to levy any assessments on the membership, except such payments of money as provided by restrictions.

F. Funds

All monies of the Association shall be deposited in a bank approved by the Board of Directors. The association account shall be audited semi-annually by the Board of Directors or by a competent auditor selected by the board.

G. Records

When the term of office of the Secretary-Treasurer expires, he/she shall deliver to the successor all money, books, papers and other property belonging to the Association, which may then be in his/her possession or under his/her control, and in the absence of such successor, he/she shall deliver same to the President, upon the order of the Board of Directors.

## **ARTICLE V**

### **Membership**

All adult property owners of the area are eligible for membership. Not more than two voting memberships are allowed to a householder attending the meeting. In case of the death of a member, the membership may be transferred to a recognized heir, subject to the approval of the Board. The members of the household who shall be eligible to have the vote in the household (and who attend a meeting) shall be stated in the application. Any member may be expelled for cause on recommendation of the Board, by a majority (simple) vote of the membership in attendance at the meeting, provided, however, a special notice of the charges shall first be given the member and a hearing thereon had by the Board. A quorum for membership meetings shall consist of

12 or more voting members with a simple majority of those in attendance required.

## **ARTICLE VI**

### Dues

- A. The dues of the Association shall be payable annually. Dues may be increased at the annual meeting by majority vote of those in attendance. Rights of membership are not granted until dues are paid.

## **ARTICLE VII**

### Expenditures

All expenditures shall be approved by the Board of Directors. No member of the Board, Officer, committee chairman, committee member or members shall have authority to incur any obligation in behalf of the Association, unless he or she has been so authorized to do by the Board of Directors. No compensation shall be paid to any officer, director, and committeeman as such. Outside of any nominal operating expense, a majority vote by The Board of Directors is required for all expenditures or for any expenditure that is to exceed \$500. For large sum expenditures, whenever reasonably possible, the Board shall seek a majority vote for approval, from those attending the annual meeting.